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ABSTRACT

This handbook is designed to identify, build, maintain, and expand teachers' personal and professional effectiveness using "MegaSkills." Section 1, "Knowing Your Leadership Strengths," focuses on identifying strengths, exploring how adults learn, and considering new dimensions for successful education. It also discusses seven habits of good teachers today. Section 2, "Learning About Your Own Learning," helps teachers connect past and present learning, examine what they think about their own education, and think about adult-to-adult relationships in education. Section 3, "Recognizing MegaSkills in Daily Life," helps teachers identify MegaSkills used in lifetime experiences and everyday events and see how MegaSkills work in situations of their lives. Section 4, "Using MegaSkills to Solve Problems," helps teachers to put the focus on building process into practice and to address specific workplace-related issues. Section 5, "Keeping Track of Leadership Abilities," helps teachers learn to mark and measure the progress of their MegaSkills, assess and manage their time more effectively, and work with teammates on a MegaSkills action plan. An appendix presents information on identifying additional resources and competing for clients. (SM)



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